

Downtown Revitalization Committee
Meeting Minutes

Wednesday, April 7, 2010

6:30 p.m.

Newington Town Hall

- I. **Convene Committee Present:** Mr. Banach, Mrs. Cohen, Mr. Gerhart, Mr. Lenares, Mr. Marocchini, Mr. McBride and Mr. Shields.

Others Present: Ed Meehan, Town Planner

II. **Election of Chairman Pro Temp**

Mrs. Cohen moved that Mr. Banach serve as Chairman pro temp, seconded by Mr. McBride and approved.

Mr. Banach called for nominations for Chairman. Mr. Shields nominated Mr. McBride to serve as Chairman, seconded by Mr. Lenares. Mrs. Cohen requested Mr. Banach to serve as Chairman; Mr. Banach declined citing his busy schedule. Mr. Banach called for the vote; the vote was unanimous in favor of Mr. McBride.

III. **Review Municipal Parking Project**

Chairman McBride requested Town Planner to provide a progress report on the west side Phase I of the parking lot.

Mr. Meehan described the work completed through March 31st, which includes all underground drainage, utility services for new lights, pavement to binder course, approximately 90% of sidewalk and concrete curbing in place, center green granite curbing and sidewalks completed. Major items to begin in April are brick pavers, landscape backfill, loam and seed.

Phase I West Side

Budget expenditures 3-31-2010

<u>Item</u>	<u>Budget</u>	<u>Spent</u>
Land	\$268,000	\$268,000
Appraisals	3,400	3,400
DECD Admin.	3,155	2,941
Engineering BL	124,100	103,819
Contractor	815,995	462,443
Contingency	<u>91,842</u>	<u>13,785*</u>
TOTALS	<u>\$1,306,492</u>	<u>\$854,388</u>

* Change Orders #1 - #4 for drainage and electrical items.

Remaining Contingency Phase I = \$78,057.

Potential Phase I West Side Value Engineering items:

Item # 32, Brick Pavers, 414 sq. ft. = \$ 5,175
Item # 33, Stamped Asphalt = \$65,044

Potential saving = \$70,219 (Note not net, replacement costs to be determined)

IV. Committee Discussion of Phase I West Side

Mr. Lenares expressed his desire to have the dumpster enclosure screened to reduce its stark appearance. Other members agreed and suggested possible options to create a narrow planting bed adjacent to the block wall for arborvitae shrubs.

Mr. Meehan will refer this concern to the project landscape architect for his suggestions and cost estimates.

Mr. Banach requested that for the Committee's next meeting, the cost implications of eliminating stamped asphalt be provided for each design option such as pavers, concrete walk or standard bituminous.

Mr. Marocchini moved that the use of stamped asphalt be eliminated throughout the entire project, both west and east sides. Seconded by Mr. Banach and approved.

Mr. Lenares requested that the project landscape architect verify that the lawn fill material is of a good quality with suitable 4" depth. His review of the fill raises concerns that should be addressed before final grading and seeding.

V. East Side Phase II Budget

Mr. Meehan reported the following for Phase II budget:

\$495,250	Quality Associates Bid
<u>- 420,000</u>	Town CIP Funds Per 2-9-10 Town Council Resolution
<u>\$ 75,250</u>	Needed

East Side Value Engineering items:

Item # 10, Construction entrance	\$ 1,500
Item # 33, Stamped concrete	<u>18,090</u>
TOTAL	<u>\$19,590</u>

Total Value Engineering Savings to allocate to East Side Project completion:

West Side	\$70,219
East Side	<u>19,590</u>

TOTAL	<u>\$89,809</u>
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* Note not net, replacement costs to be determined.

Also available will be any remaining balance of West Side contingency now at \$78,057 (3-31-10)

VI. Market Square Streetscape – STEAP Phase IV.

Project Budget

\$350,000	STEAP Grant 2010
<u>350,000</u>	Proposed 2010–11 CIP
\$700,000	

Suggested Project Schedule Timeline:

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|--|---------------------|
| • Prepare draft RFP Engineer Consultant | 5-15-10 |
| • Review RFP with Committee | 5-20-10 to 6-10-10 |
| • Issue RFP | 6-15-10 |
| • Receive RFPs | 7-20-10 |
| • Review RFP responses with Committee/Town Council and select | 8-3-10 |
| • Begin preliminary Project Design | 8-15-10 |
| • Begin Public Participation | 9-10-10 |
| • Continue Design Review and Public Participation Workshops | 10-1-10 to 11-15-10 |
| • Complete Draft Project Design Plan and Cost Estimates, Submit to EDC, TPZ and Town Council | 12-1-10 to 1-30-11 |
| • Submit Project Design Plan and Cost Estimate to DECP for Pre Bid Review | 2-1-11 to 2-25-11 |
| • Advertise Phase IV Streetscape Bid | 3-10-11 |
| • Receive Project Bids for Opening Contractor Selection | 3-31-11 |
| • Begin Project Construction | 4-25-11 |
| • Complete Project Construction | 10-31-11 |

VII. Public Participation comments

Mady Kenny – Commented on the need to screen dumpster enclosures and restaurant grease tanks. Also expressed concern that interim warning signage should be posted at parking lot entranceways to alert persons of restricted accessibility.

Rose Lyons – Commented that dumpsters should be locked to prevent unauthorized use and concurred that their landscape screening would improve their stark appearance.

Joe Motta, Hidden Vine Restaurant – Commented that the parking lot work near his restaurant's entrance is causing water to pond making this area unusable. Also recent heavy rains have caused water to come into the restaurant's floor area.

Town Planner, Ed Meehan, responded that the parking lot's grading design was based on Mr. Motta's site plan which identified the restaurant finished floor elevation to be set at 105.5. The new restaurant was constructed at finished floor elevation of 104.9, lower by 7". Mr. Meehan added that there are at least five (5) roof drain leaders that direct runoff along the south side of the restaurant. The Town Engineer will discuss with our contractor the placement of a yard drain and connection to the Town's parking lot drainage system, with the costs borne by the private property owner and the Town to be determined.

VIII. Remarks by Committee Members

Chairman McBride requested consensus on setting the schedule for a regular committee meeting night, at least one per month.

The consensus was to meet the third (3rd) Monday of each month at 5:30 p.m. The next meeting will be on April 19th. Once a project consulting engineer is retained and draft streetscape design plans are developed, the Committee can adjust its meeting schedule to facilitate public participation workshops.

IX. Adjournment

The Committee adjourned at 7:50 p.m.

Submitted,

Edmund J. Meehan
Town Planner

Town Clerk
Town Website